




City of Loma Linda Official Report

Floyd Petersen, Mayor
Karen Hansberger, Mayor pro tempore
Robert Christman, Councilmember
Stan Brauer, Councilmember
Robert Ziprick, Councilmember

COUNCIL AGENDA: February 10, 2004
TO: City Council
VIA: Dennis R. Hallaway, City Manager
FROM: Diana De Anda, Finance Director 
SUBJECT: Update to the Service Fee Study

RECOMMENDATION

Staff and the Budget Committee recommend City Council adopt Council Bill #R-2004-02 – Updating the schedule of fees for services based on the study done by Revenue & Cost Specialists (RCS).

BACKGROUND

The City contracted with Revenue & Cost Specialists (RCS) to provide an update to the City's cost of services fee study. RCS along with City staff conducted an extensive analysis of the cost of providing services to residents, non-residents, businesses and the development community. The last update to the service fee study was done in 1997 with minimal increases made to certain fees in the last seven years. RCS and staff presented the results and recommendations based on the updated study to City Council at a workshop on January 6, 2004. On January 20 and 29, staff presented the study to the Budget Committee for their review and recommendations. At the meeting on January 29, the Budget Committee voted to recommend approval by City Council of the updated service fees proposed. In order to present updated fees in a timely matter, the City has purchased Revenue & Cost Specialists' software and will be preparing future updates in-house.

ANALYSIS

The fee and service charge revenue/cost comparison system (study) provides a mechanism for ensuring that fees adopted by the City for services rendered do not exceed the reasonable estimated cost (cost reasonably borne) for providing the service for which the fees are charged. "Cost reasonably borne" is defined as:

- a. All applicable direct costs including, but not limited to salaries, wages, overtime, employee fringe benefits, services and supplies, maintenance and operation expenses, contracted services, special supplies, and any other direct expense incurred.

- b. All applicable indirect costs including, but not restricted to, building maintenance and operations, equipment maintenance and operations, communications expenses, computer cost, printing and reproduction, vehicle expenses, insurance, debt service, and like expenses when distributed on an accounted and documented rational prorated system.
- c. Fixed asset recovery expenses, consisting of depreciation of fixed assets, and additional fixed asset expense recovery charges calculated on the current estimated cost of replacement.
- d. General overhead, expressed as a percentage, distributing and charging the expenses of the City Council, City Attorney, City Administration, City Clerk, City Treasurer, Economic Development, Finance Department, Personnel Office, and City Promotion, and all other staff and support services provided to the entire City organization.
- e. Departmental overhead, expressed as a percentage, distributing and charging the cost of each department head and his or her supporting expenses as enumerated in sections a, b, c, and f.
- f. Debt service costs, consisting of repayment of principal, payment of interest, and trustee fees and administration expenses.

Service fees are charged for the purpose of meeting the operating expenses of the City departments. In the last several years, the demand and cost of providing services has increased without a corresponding increase to service fees. In order to maintain current service levels and provide for necessary future service demands, there is a need to periodically compare the cost of providing services with the fees charged and make needed adjustments. Attachment I – “Fee Comparison Report” lists all the services, the current fee collected and offers a recommended fee based on the revised cost of providing these services.

Historically, there have been certain fees that City Council has chosen not to recover at 100%. In setting these policy decisions Council must evaluate several factors. In some cases the full cost of providing a service is market sensitive, which would negatively impact the demand for the service. Certain fees maybe limited per other governmental authorities. And ultimately, City Council may choose to subsidize the cost of providing a service when the service provided is beneficial to the community as a whole.

ENVIRONMENTAL

None

FINANCIAL IMPACT

As summarized in attachment II (schedule A of the study document), if City Council adopts Council Bill #R-2004-02 – updating the schedule of fees for services, there is an estimated \$363,750 possible increase to revenues from the recovery of cost. The potential new revenue is a factor of expected annual demand for a service, the cost of providing the service and the percentage of recovery authorized. Staff recommends the fees be set per the Fee Schedule attached to Council Bill #R-2004-02.

Attachment I – Fee Comparison Report
Attachment II – Summary of Revenues, Costs and Subsidies
Attachment III - S-072 GIS Digital Data/Printout

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LOMA LINDA, ESTABLISHING A SCHEDULE OF FEES AND
CHARGES FOR CITY SERVICES AND REPEALING
RESOLUTION NO. 1969

WHEREAS, the City of Loma linda has conducted an extensive and exhaustive analysis of its services, the costs reasonably borne of providing those services, the beneficiaries of those services, and the revenues produced by those paying fees and charges for special services; and

WHEREAS, the City wishes to comply with both the letter and the spirit of Article XIII B of the California Constitution and limit the growth of taxes; and

WHEREAS, the City desires to establish a policy of recovering the full costs reasonable borne of providing special services of a voluntary and limited nature, such that general taxes are not diverted from general services of a broad nature and thereby utilized to subsidize unfairly and inequitable such special services; and

WHEREAS, heretofore the City Council has adopted Ordinance No. 455 on July 23, 1991, establishing its policy as to the recovery of costs and more particularly the percentage of costs reasonable borne to be recovered from users of City services and directing staff as to the methodology for implementing said Ordinance; and

WHEREAS, pursuant to Government Code Section 66016, the specific fees to be charged for services must be adopted by the City Council by Resolution; and

WHEREAS, a schedule of fees and charges to be paid by those requesting such special services need be adopted so that the City might carry into effect its policies;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LOMA LINDA DOES RESOLVE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1. Fee Schedule Adoption. The following schedule of fees and charges are hereby directed to be computed by and applied by the various City departments, and to be collected by the City Finance Department for the special services when provided by the City or its designated contractors as herein listed and incorporated as Exhibit "A".

Section 2. Separate Fee for Each Process. All fees set by this resolution are for each identified process; additional fees shall be required for each additional process or service that is requested or required. Where fees are indicated on a per unit of measurement basis, the fee is for each identified unit or portion thereof within the indicated ranges of such units.

A. Added Fees and Refunds. Where additional fees need to be charged and collected for completed staff work, or where a refund of excess deposited moneys is due, and where such charge of refund is ten dollars (\$10.00) or less, a charge or refund need not be made, pursuant to California Government Code Sections 29373.1 and 29375.1 and amendments thereto, unless specifically requested within 30 days.

B. Defining and Timing of Fee Schedule. Definitions regarding and the timing of the implementation of the hereinafter-enumerated fee schedules shall be as stipulated in Ordinance No. 455.

Section 3. Interpretations. This resolution may be interpreted by the several City department heads in consultation with the City Manager and should there be a conflict between two fees, then the lower in dollar amount of the two shall be applied.

Section 4. Intention. It is the intention of the City Council to review the fees and charges as determined and set out herein based on the City's next Annual Budget and all the City's costs reasonably borne as established at that time and, as and if warranted, to revise such fees and charges based thereon.

Section 5. Overhead Rates. Overhead rates as recommended by the Revenue & Costs Specialists, LLC Schedule of Fees and Charges Update for City Services are effective upon effective date of resolution.

Section 6. Constitutionality. If any portion of this resolution is declared invalid or unconstitutional, then it is the intention of the City Council to have passed the entire Resolution and all its component parts, and all other sections of this Resolution shall remain in full force and effect.

Section 7. Repealer. Resolution No. 1969 is hereby repealed.

Section 8. Effective Date. This Resolution shall go into full force and effect immediately, but shall be subject to the terms and conditions of Ordinance No. 455.

PASSED, APPROVED AND ADOPTED this 10th day February 2004 by the following vote:

Ayes:
Noes:
Absent:
Abstain:

Floyd Petersen, Mayor

ATTEST:

Pamela Byrnes-O'Camb, City Clerk

FEE SCHEDULE

SERVICE	REF. NO.	FEE
Building Plan Checking	S-001	UBC Table 1-A and selected Uniform Administrative Code Tables
Sign Permit – Building	S-001A	\$95 per permit
Pool Permit	S-001B	\$150 Pool \$115 Spa
Fire Plan Check & Inspection	S-002A	LL Fire Prev. Plan Chk/Insp fee schedule, re: UBC Table 1-A
Hydrant Flow Field Test	S-002E	50% recovery rate, \$60 Single Family Residential, \$135 Other
Planning Variance Review	S-005	\$2,015 per application \$200 owner-occupied single family residence
Appeal Processing	S-006	\$1,165 per application – Appeal to Planning Commission \$815 per application – Appeal to City Council to recover 50% of costs
Time Extension Review	S-007	\$2,760 per application – Subdivision \$2,215 per application - Other
Specific Plan Review	S-008	\$15,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs
Categorical Exemption	S-009	\$355 per application
Initial Study	S-009A	\$3,400 per application plus \$170 per technical study
Environmental Impact Report Review	S-009B	\$15,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs
Zone Map Change Review	S-010	\$2,625 per application
General Plan Amendment Review	S-011	\$4,835 per application – Text \$4,575 per application Map Any outside work to be passed through to the applicant
Development Agreement	S-012	\$10,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs
Conditional Use/Precise Design Review	S-013	\$4,220 – New up to 4 units Multi-Family Residential \$4,220 – New <20,000 sq. ft. \$5,560 – New >20,000 sq. ft. \$4,120 – Existing Non-Residential
Review of Minor Variance	S-014	\$630 per application to recover 50% cost \$200 Owner-occupied single family residence
Minor Modification to Approved Plan	S-014A	\$320 per application
Preliminary Review	S-015	\$1,030 per application with 50% of the fee to be credited against future fees if the project is actually submitted
Review of Code Amendment Request	S-016	\$2,150 per application
Review of Annexation Request	S-017	\$15,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs
Review of Home Occupation Request	S-018	\$106 per application
Certificate of Compliance	S-018A	\$500 per application
Lot Line Adjustment Request	S-019	\$1,645 per application

SERVICE	REF. NO.	FEE
General Plan/Zoning Verification Letter	S-020	\$205 per letter
Review of Wall/Fence/Patio Location	S-021	\$50 per application
Land Use Permit	S-021A	\$90 per application - Change of Tenant/Owner \$260 per application- Change of Land Use
Sign Permit Design Review	S-022	\$220 per application
Master Sign Plan Review	S-022A	\$1,970 per application
Temporary Sign Permit	S-022B	\$50 per application
Tentative Parcel Map Review	S-023A	\$4,585 per application plus \$10 per lot for every lot over 9 lots
Tentative Tract Map Review	S-024	\$4,965 per application plus \$20 per lot
Amendment to Approved Plans	S-024A	\$2,290 per application requiring Planning Commission Review only \$3,050 per application requiring Planning Commission and City Council review
Re-Address Processing	S-024B	\$190 per address
Final Subdivision Map Check	S-025	\$4,890 – 5-50 lots \$7,015 – 51-100 lots \$10,000 deposit – 100+ lots
Subdivision Improvement Plan Check	S-026	\$500 - \$0-\$5,000 \$750 - \$5,001 - \$10,000 6% construction costs - \$10,001 - \$25,000 \$1,500 + 5% of estimate over \$25,000 - \$25,001 - \$75,000 \$4,000 + 4.15% of estimate over \$75,000 - \$75,001 - \$125,000 \$6,075 + 3.3% of estimate over \$125,000 - \$125,001 - \$200,000 \$8,550 + 2.15% of estimate over \$200,000 - \$200,000+
Improvement Inspect	S-027	\$50 minimum based on construction valuation of: \$0 - \$25,000 – 5% of construction costs \$25,000 - \$75,000 – 4.5% of construction costs over \$75,000 – 4% of construction costs
Satellite Dish and Antenna Filing	S-028A	\$435 per application
Street Vacation Review	S-029	\$4,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs
Review of Utility Reimbursement Agreement	S-030	\$1215 per application
Small Project Review & Site Review	S-031	\$1,360 per application
NPDES Business Review/Inspection	S-032	\$280 per business
Construction Permits	S-032B	\$91 - curb and gutter \$32.50 - crossgutter \$65 sidewalk/driveway/alley approach, wheelchair ramp \$0.13 per sq/lin ft (\$65 minimum) sewer storm drain (lin ft), alley gutter \$0.04 per sq ft pavement replacement 4% of cost of construction (\$260 minimum) pavement \$65 + \$1.30 per sq ft - street cut
Tenant Improvement	S-033	\$145 per application
General Plan Update	S-034	10% surcharge on all Building Dept. Permits to recover 50% of cost

SERVICE	REF. NO.	FEE
Parking Enforcement	S-035	Vehicle Code/Court approved bail schedule
Residential Parking Permit	S-035A	No fee for registered vehicle at residential address + 1 guest permit; \$5 replacement & additional permits
Parking Boot Installation/Removal	S-035B	\$15 per vehicle
Verification of Vehicle Reg. Tags	S-035C	\$10 per vehicle
State-mandated Fire Inspection	S-037	\$70 per hour (1 hour minimum)
Weed Abatement	S-039	Cost + 30% or \$100, whichever is greater
Public Nuisance Abatement	S-039A	Cost + 30% or \$100, whichever is greater
Abandoned Vehicle Abatement	S-039B	Cost + 30% or \$100, whichever is greater
Vehicle Tow Cost Recovery	S-039C	\$88 per vehicle
Engine Company Inspections	S-040	\$45 (6,000 sq ft or less) small office/mercantile/manufacturing \$90 (over 6,000 sq ft) large office/mercantile/manufacturing Apartments: \$45 – 3-30 units; \$70 – 31-60 units; \$90 – 61-100 units; \$180 – 100+ units
Fire Prevention Inspection	S-040A	\$70 per hour (1 hour minimum)
Special Event Permit	S-041	\$280 per application
Special Event Inspections	S-041A	\$70 per hour (1 hour minimum)
Fire Code Permit – Annual	S-041B	\$140 per permit; \$100 per permit if 2 or more permits
Fire Code Permit	S-041D	\$70 per permit
Burn Permit	S-041E	\$35 per permit
Fire False Alarm Response	S-042	1 st 3 responses in 6mo calendar period free 4 th response - \$90/piece of apparatus 5 th response - \$180/piece of apparatus 6 th response - \$270/piece of apparatus
Special Event Services	S-043	Actual cost of all personnel used at the fully allocated hourly rates
Park Use Permit	S-043B	1 day – no fee; extended use - \$245
Traffic Accident Report Sales	S-044	\$.20 per page
Fire Incident Report Sales	S-045	\$.20 per page
CPR Classes	S-046	Residents \$15 + materials & outside costs Non-residents \$25 + materials & outside costs
First Aid Classes	S-047	Residents \$15 + materials & outside costs Non-residents \$25 + materials & outside costs
Collection Transmittal Charge	S-054A	\$16 per account
Banner Hanging	S-055	\$180 per banner
Connect to Lateral Install	S-060C	\$85 + material cost - 5/8" – 1" \$315 + material cost – 1-1/2" – 2" \$475 + material cost – 3+"
Connect to Street Main Install	S-060D	\$1,015 + material cost – 1" – 2" \$2,030 + material cost – 3+"
Water Meter Check Request	S-060E	\$40 per meter, to be refunded if the meter is running fast
Sewage Spill on Public R-O-W	S-061	Charge the fully allocated hourly rates for all responding personnel
Delinquent Water Turn Off/On	S-061C	\$58 at time of service turn-on \$25 over and above other fees after hours charge
New Utility Account Set-Up	S-061D	\$20 per account – read only; \$28 per account – turn-on required; \$100 per residential unit prepayment against future utility bills

SERVICE	REF. NO.	FEE
NSF Check Collection	S-062	\$22/NSF check
Bid Plans/Specs Mailing	S-063	\$16 per request
Agenda/Minutes Processing	S-067	\$25 per subscriber per year + SASE Same information is available on City website free
Document Copying	S-068	\$.20 per page
Subordination Agreement	S-069	\$115 per agreement
Affordable Housing Demand/Reconveyance	S-069A	\$65 per application
Network Infrastructure Cert.	S-070	\$50 per unit + \$10 per data jack
Facility Rental	S-071	Market rate; the average annual square footage cost is \$32.77. Cost per rental determined by the hours that each room is available to calculate a per hour cost per square foot
GIS Digital Data/Printout	S-072	\$81 per unit

Attachment I

Fee Comparison Report

**CITY OF LOMA LINDA
FEE COMPARISON REPORT
FY 2003-2004**

REF #: S-001

TITLE: BUILDING PLAN CHECK & INSPECTION

CURRENT FEE

1994 UBC Table 1-A and selected Uniform Administrative Code Tables

RECOMMENDED FEE

140% of current Fee schedules.

The City should also seek to keep more than 25% of the fees collected, as the City's costs are more than 25% of the total costs. The exact percentage should be negotiated between the City and the contractor.

REF #: S-001A

TITLE: SIGN PERMIT - BUILDING

CURRENT FEE

\$63 per permit

RECOMMENDED FEE

\$95 per permit to cover the actual cost of the contract building inspector

REF #: S-001B

TITLE: POOL PERMIT

CURRENT FEE

Pool - \$200 per permit
Spa - \$150 per permit

RECOMMENDED FEE

Pool - \$150 per permit to cover the actual cost of the contract building inspector
Spa - \$115 per permit to cover the actual cost of the contract building inspector

REF #: S-002A

TITLE: FIRE PLAN CHECK & INSPECTION

CURRENT FEE

1994 UBC Table 1-A

RECOMMENDED FEE

Sprinkler PC/Inspect:
1-20 heads - New - \$150 Existing - \$70
21-50 heads - New - \$175 Existing - \$105
51-150 heads - Tracts - \$175 + \$52 per structure
51-150 heads - Others - New - \$315 Existing - \$175
150+ heads - \$245 + \$70 each additional 50 heads
Alarm Plan Check/Inspection - 1-10 devices - \$125 11-20 - \$175 21-50 - \$280 50+ - \$385
Specialty/Fixed Fire Protection Plan Check/Inspection - \$175
Fire Review of Bldg Plans - 12.5% of Building Permit Fee (\$45 minimum)

REF #: S-002E

TITLE: HYDRANT FLOW FIELD TEST

CURRENT FEE

\$40 - Residential
\$80 - Commercial

RECOMMENDED FEE

\$60 - Single Family Residential
\$135 - Other

**CITY OF LOMA LINDA
FEE COMPARISON REPORT
FY 2003-2004**

REF #: S-005 **TITLE: PLANNING VARIANCE REVIEW**

CURRENT FEE

\$1,900 per application

RECOMMENDED FEE

\$2,015 per application

Owner-Occupied Single Family Residence - \$200

REF #: S-006 **TITLE: APPEAL PROCESSING**

CURRENT FEE

\$800 per application

RECOMMENDED FEE

50% Cost Recovery:

\$1,165 per application - Appeal to Planning Commission

\$815 per application - Appeal to City Council

REF #: S-007 **TITLE: TIME EXTENSION REVIEW**

CURRENT FEE

\$1,445 per application

RECOMMENDED FEE

\$2,760 per application - Subdivision

\$2,215 per application - Other

REF #: S-008 **TITLE: SPECIFIC PLAN REVIEW**

CURRENT FEE

\$15,000 deposit with charges at the fully allocated hourly rates
for all personnel involved plus any outside costs.

RECOMMENDED FEE

No Change

REF #: S-009 **TITLE: CATEGORICAL EXEMPTION**

CURRENT FEE

\$285 per application

RECOMMENDED FEE

\$355 per application

REF #: S-009A **TITLE: INITIAL STUDY**

CURRENT FEE

Initial - \$800 per application
Expanded - \$5,000 deposit with charges at the fully allocated
hourly rates for all personnel involved plus any outside costs.

RECOMMENDED FEE

\$3,400 per application plus \$170 per technical study

**CITY OF LOMA LINDA
FEE COMPARISON REPORT
FY 2003-2004**

REF #: S-009B

TITLE: ENVIRONMENTAL IMPACT REPORT REVIEW

CURRENT FEE

20% of consultant contract for contract administration plus any pass-thru fees to other agencies.

RECOMMENDED FEE

\$15,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.

REF #: S-010

TITLE: ZONE MAP CHANGE REVIEW

CURRENT FEE

\$2,000 per application

RECOMMENDED FEE

\$2,625 per application

REF #: S-011

TITLE: GENERAL PLAN AMENDMENT REVIEW

CURRENT FEE

Text - \$4,100 per application
Map - \$3,780 per application

Any outside work to be passed through to the applicant

RECOMMENDED FEE

Text - \$4,835 per application
Map - \$4,575 per application

Any outside work to be passed through to the applicant

REF #: S-012

TITLE: DEVELOPMENT AGREEMENT

CURRENT FEE

None

RECOMMENDED FEE

\$10,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.

REF #: S-013

TITLE: CONDITIONAL USE/PRECISE DESIGN REV

CURRENT FEE

\$2,000 - up to residential fourplex
\$3,000 - <20,000 Sq Ft
\$4,500 - >20,000 Sq Ft

RECOMMENDED FEE

\$4,220 - New up to 4 units Multi-Family Residential
\$4,220 - New <20,000 Sq Ft
\$5,560 - New >20,000 Sq Ft
\$4,120 - Existing Non-Residential

REF #: S-014

TITLE: REVIEW OF MINOR VARIANCE

CURRENT FEE

\$475 per application

RECOMMENDED FEE

Change to 50% Cost Recovery:

\$630 per application

Owner-Occupied Single Family Residence - \$200

**CITY OF LOMA LINDA
FEE COMPARISON REPORT
FY 2003-2004**

REF #: S-014A	TITLE: MINOR MODIF. TO APPROVED PLAN
<u>CURRENT FEE</u> \$100 per application	<u>RECOMMENDED FEE</u> Change to 100% Cost Recovery: \$320 per application
REF #: S-015	TITLE: PRELIMINARY REVIEW
<u>CURRENT FEE</u> \$500 per application	<u>RECOMMENDED FEE</u> \$1,030 per application with 50% of the fee to be credited against future fees if the project is actually submitted.
REF #: S-016	TITLE: REVIEW OF CODE AMENDMENT REQUEST
<u>CURRENT FEE</u> \$3,560 per application	<u>RECOMMENDED FEE</u> \$2,150 per application
REF #: S-017	TITLE: REVIEW OF ANNEXATION REQUEST
<u>CURRENT FEE</u> \$5,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	<u>RECOMMENDED FEE</u> \$15,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.
REF #: S-018	TITLE: REVIEW OF HOME OCCUPATION REQUEST
<u>CURRENT FEE</u> \$106 per application	<u>RECOMMENDED FEE</u> No Change
REF #: S-018A	TITLE: CERTIFICATE OF COMPLIANCE
<u>CURRENT FEE</u> \$460 per application	<u>RECOMMENDED FEE</u> \$500 per application

**CITY OF LOMA LINDA
FEE COMPARISON REPORT
FY 2003-2004**

REF #: S-019	TITLE: LOT LINE ADJUSTMENT REQUEST
<u>CURRENT FEE</u> \$560 per application	<u>RECOMMENDED FEE</u> Change to 100% Cost Recovery: \$1,645 per application
REF #: S-020	TITLE: GEN PLAN/ZONING VERIFICATION LETTER
<u>CURRENT FEE</u> \$100 per letter	<u>RECOMMENDED FEE</u> \$205 per letter
REF #: S-021	TITLE: REVIEW OF WALL/FENCE/PATIO LOCATION
<u>CURRENT FEE</u> Wall/Fence/Patio - \$55	<u>RECOMMENDED FEE</u> \$50 per application
REF #: S-021A	TITLE: LAND USE PERMIT
<u>CURRENT FEE</u> \$25 - Change of Occupancy \$100 - Change of Land Use	<u>RECOMMENDED FEE</u> Change of Tenant/Owner - \$90 per application Change of Land Use - \$260 per application
REF #: S-022	TITLE: SIGN PERMIT DESIGN REVIEW
<u>CURRENT FEE</u> \$170 per application	<u>RECOMMENDED FEE</u> \$220 per application
REF #: S-022A	TITLE: MASTER SIGN PLAN REVIEW
<u>CURRENT FEE</u> Less than 5 acres - \$675 per application 5 acres or more - \$1,350 per application	<u>RECOMMENDED FEE</u> \$1,970 per application

**CITY OF LOMA LINDA
FEE COMPARISON REPORT
FY 2003-2004**

REF #: S-022B

TITLE: TEMPORARY SIGN PERMIT

CURRENT FEE

\$85 per application

RECOMMENDED FEE

\$50 per application

REF #: S-023A

TITLE: TENTATIVE PARCEL MAP REVIEW

CURRENT FEE

Residential - \$1,000 per application plus \$100 per lot
Commercial - \$2,000 per application plus \$100 per lot

RECOMMENDED FEE

\$4,585 per application plus \$10 per lot for every lot over 9 lots

REF #: S-024

TITLE: TENTATIVE TRACT MAP REVIEW

CURRENT FEE

Up to 20 lots - \$3,000 per application plus \$100 per lot
Over 20 lots - \$3,000 per application plus \$50 per lot

RECOMMENDED FEE

\$4,965 per application plus \$20 per lot

REF #: S-024A

TITLE: AMENDMENT TO APPROVED PLANS

CURRENT FEE

25% of the original fee

RECOMMENDED FEE

Requiring Planning Commission Review Only - \$2,290 per application
Requiring Planning Commission and City Council Review - \$3,050 per application

REF #: S-024B

TITLE: RE-ADDRESS PROCESSING

CURRENT FEE

\$120 per address

RECOMMENDED FEE

\$190 per address

REF #: S-025

TITLE: FINAL SUBDIVISION MAP CHECK

CURRENT FEE

5-50 lots - \$450
51-100 lots - \$570
100+ lots - \$700

plus \$1,000 deposit for contract costs

RECOMMENDED FEE

5-50 lots - \$4,890
51-100 lots - \$7,015
100+ lots - \$10,000 deposit

**CITY OF LOMA LINDA
FEE COMPARISON REPORT
FY 2003-2004**

REF #: S-026

TITLE: SUBDIVISION IMPROVEMENT PLAN CHECK

CURRENT FEE

\$0 - \$5,000 - \$500
\$5,001 - \$10,000 - \$750
\$10,001 - \$25,000 - 6% of construction costs
\$25,001 - \$75,000 - \$1,500 + 5% of estimate over \$25,000
\$75,001 - \$125,000 - \$4,000 + 4.15% of estimate over \$75,000
\$125,001 - \$200,000 - \$6,075 + 3.3% of estimate over \$125,000
\$200,00+ - \$8,550 + 2.15% of estimate over \$200,000

RECOMMENDED FEE

No Change

REF #: S-027

TITLE: IMPROVEMENT INSPECTION

CURRENT FEE

\$50 minimum based on construction valuation of:

\$0-\$25,000 - 5% of construction costs
\$25,000-\$75,000 - 4.5% of construction costs
\$75,00+ - 4% of construction costs

RECOMMENDED FEE

No Change

REF #: S-028A

TITLE: SATELLITE DISH AND ANTENNA FILING

CURRENT FEE

Residential - \$100 per application
Commercial - \$410 per application

RECOMMENDED FEE

\$435 per application

REF #: S-029

TITLE: STREET VACATION REVIEW

CURRENT FEE

\$3,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.

RECOMMENDED FEE

\$4,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.

REF #: S-030

TITLE: REVIEW OF UTILITY REIMBURSEMENT AGM

CURRENT FEE

\$1,035 per application

RECOMMENDED FEE

\$1,215 per application

**CITY OF LOMA LINDA
FEE COMPARISON REPORT
FY 2003-2004**

REF #: S-031

TITLE: SMALL PROJECT REVIEW & SITE REVIEW

CURRENT FEE

\$175 per application

RECOMMENDED FEE

\$1,360 per application

REF #: S-032

TITLE: NPDES BUSINESS REVIEW/INSPECTION

CURRENT FEE

None

RECOMMENDED FEE

\$280 per business

REF #: S-032B

TITLE: CONSTRUCTION PERMIT

CURRENT FEE

Curb and gutter - \$91 Crossgutter - \$32.50
Sidewalk/driveway/alley approach, wheelchair ramp - \$65
Manhole, cleanout, catch basin, parkway culvert - \$45.50
Sewer Storm Drain (lin ft), alley gutter - \$0.13 per sq/lin ft (\$65 min)
Pavement replacement - \$0.04 per sq ft
Pavement - 4% of cost of construction (\$260 minimum)
Street Cut - \$65 plus \$1.30 per sq ft

RECOMMENDED FEE

No Change

REF #: S-033

TITLE: TENANT IMPROVEMENT

CURRENT FEE

\$175 per application

RECOMMENDED FEE

\$145 per application

REF #: S-034

TITLE: GENERAL PLAN UPDATE

CURRENT FEE

None

RECOMMENDED FEE

10% surcharge on all Building Department Permits to recover 50% of the costs

REF #: S-035

TITLE: PARKING ENFORCEMENT

CURRENT FEE

Parking fines vary from \$25 to \$250

RECOMMENDED FEE

To recover 100% of the costs of this program the City should double its parking fines.

**CITY OF LOMA LINDA
FEE COMPARISON REPORT
FY 2003-2004**

REF #: S-035A **TITLE: RESIDENTIAL PARKING PERMIT**

CURRENT FEE

No fee for registered vehicle at residential address per operational guidelines.
One guest permit at no cost.
\$5 per permit for replacement and additional permits per operational guidelines.

RECOMMENDED FEE

No Change

REF #: S-035B **TITLE: PARKING BOOT INSTALLATION/REMOVAL**

CURRENT FEE

None

RECOMMENDED FEE

\$15 per vehicle

REF #: S-035C **TITLE: VERIFICATION OF VEHICLE REG. TAGS**

CURRENT FEE

\$10 per vehicle

RECOMMENDED FEE

No Change

REF #: S-037 **TITLE: STATE MANDATED FIRE INSPECTION**

CURRENT FEE

\$30 per hour (1 hour minimum)
If facility is over 400 beds - charge hourly rate of Fire Marshall

RECOMMENDED FEE

\$70 per hour (1 hour minimum)

REF #: S-039 **TITLE: WEED ABATEMENT**

CURRENT FEE

Abatement cost plus 30% (\$100 minimum)

RECOMMENDED FEE

No Change

REF #: S-039A **TITLE: PUBLIC NUISANCE ABATEMENT**

CURRENT FEE

Abatement Cost plus 30% (\$100 minimum)

RECOMMENDED FEE

No Change

**CITY OF LOMA LINDA
FEE COMPARISON REPORT
FY 2003-2004**

REF #: S-039B

TITLE: ABANDONED VEHICLE ABATEMENT

CURRENT FEE

Abatement Cost plus 30% (\$100 minimum)

RECOMMENDED FEE

No Change

REF #: S-039C

TITLE: VEHICLE TOW COST RECOVERY

CURRENT FEE

\$88 per vehicle

RECOMMENDED FEE

No Change

REF #: S-040

TITLE: ENGINE COMPANY INSPECTION

CURRENT FEE

"B" Occupancy - Small - \$20
"B" Occupancy - Large - \$70
Apartments
3-30 units - \$35
31-60 units - \$55
61-100 units - \$70
100+ units - \$140
"M" Occupancy - Small - \$35
"M" Occupancy - Large - \$70

RECOMMENDED FEE

Small Office/Mercantile/Manufacturing - \$45 (6,000 sq ft or less)
Large Office/Mercantile/Manufacturing - \$90 (over 6,000 sq ft)
Apartments
3-30 units - \$45
31-60 units - \$70
61-100 units - \$90
100+ units - \$180

REF #: S-040A

TITLE: FIRE PREVENTION INSPECTION

CURRENT FEE

\$30 per hour (1 hour minimum)

RECOMMENDED FEE

\$70 per hour (1 hour minimum)

REF #: S-041

TITLE: SPECIAL EVENT PERMIT

CURRENT FEE

None

RECOMMENDED FEE

\$280 per application

REF #: S-041A

TITLE: SPECIAL EVENT INSPECTIONS

CURRENT FEE

\$75 per hour (1 hour minimum)

RECOMMENDED FEE

\$70 per hour (1 hour minimum)

**CITY OF LOMA LINDA
FEE COMPARISON REPORT
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REF #: S-041B

TITLE: FIRE CODE PERMIT - ANNUAL

CURRENT FEE

\$65 per permit
If 2 or more permits - \$50 per permit

RECOMMENDED FEE

\$140 per permit
if 2 or more permits - \$100 per permit

REF #: S-041D

TITLE: FIRE CODE PERMIT

CURRENT FEE

\$40 per permit

RECOMMENDED FEE

\$70 per permit

REF #: S-041E

TITLE: BURN PERMIT

CURRENT FEE

\$20 per permit

RECOMMENDED FEE

\$35 per permit

REF #: S-042

TITLE: FIRE FALSE ALARM RESPONSE

CURRENT FEE

1st 3 responses in a six month calendar period - Free
4th response - \$70 per piece of apparatus
5th response - \$140 per peice of apparatus
6th response - \$220 per peice of apparatus

RECOMMENDED FEE

1st 3 responses in a six month calendar period - Free
4th response - \$90 per piece of apparatus
5th response - \$180 per peice of apparatus
6th response - \$270 per peice of apparatus

REF #: S-043

TITLE: SPECIAL EVENT SERVICES

CURRENT FEE

Actual Cost of all personnel used at the fully allocated hourly rates.

RECOMMENDED FEE

No Change

REF #: S-043B

TITLE: PARK USE PERMIT

CURRENT FEE

One Day Use - No Fee
Extended Use - \$96

RECOMMENDED FEE

One Day Use - No Fee
Extended Use - \$245

**CITY OF LOMA LINDA
FEE COMPARISON REPORT
FY 2003-2004**

REF #: S-044	TITLE: TRAFFIC ACCIDENT REPORT SALES
<u>CURRENT FEE</u> \$7 per report	<u>RECOMMENDED FEE</u> Due to the State Public Records Act, the City must charge the City copy charge, which is \$0.20 per copy.

REF #: S-045	TITLE: FIRE INCIDENT REPORT SALES
<u>CURRENT FEE</u> \$20 per report	<u>RECOMMENDED FEE</u> Due to the State Public Records Act, the City must charge the City copy charge, which is \$0.20 per copy.

REF #: S-046	TITLE: CPR CLASSES
<u>CURRENT FEE</u> Resident - \$15 + Materials and outside costs Non-Resident - \$25 + Materials and outside costs	<u>RECOMMENDED FEE</u> No Change

REF #: S-047	TITLE: FIRST AID CLASSES
<u>CURRENT FEE</u> Resident - \$15 + Materials and outside costs Non-Resident - \$25 + Materials and outside costs	<u>RECOMMENDED FEE</u> No Change

REF #: S-054A	TITLE: COLLECTION TRANSMITTAL CHARGE
<u>CURRENT FEE</u> \$10 per account	<u>RECOMMENDED FEE</u> \$16 per account

REF #: S-055	TITLE: BANNER HANGING
<u>CURRENT FEE</u> \$50 per banner	<u>RECOMMENDED FEE</u> \$180 per banner

**CITY OF LOMA LINDA
FEE COMPARISON REPORT
FY 2003-2004**

REF #: S-060C

TITLE: CONNECT TO LATERAL INSTALL

CURRENT FEE

3/4" meter - \$344.50
1" meter - \$508.85
1 1/2" meter - \$556.89
2" meter - \$684.22

RECOMMENDED FEE

5/8" - 1" - \$85 plus material cost
1 1/2" - 2" - \$315 plus material cost
3+" - \$475 plus material cost

The revenues include the cost of materials which is why the revenues appear higher than the costs.

REF #: S-060D

TITLE: CONNECT TO STREET MAIN INSTALL

CURRENT FEE

3/4" meter - \$1,381.25
1" meter - \$1,452.75
1 1/2" meter - \$1,876.25
2" meter - \$2,105.97

RECOMMENDED FEE

1" - 2" - \$1,015 plus material cost
3+" - \$2,030 plus material cost

The revenues include the cost of materials which is why the revenues appear higher than the costs.

REF #: S-060E

TITLE: WATER METER CHECK REQUEST

CURRENT FEE

None

RECOMMENDED FEE

\$40 per meter, to be refunded if the meter is running fast.

REF #: S-061

TITLE: SEWAGE SPILL ON PUBLIC R-O-W

CURRENT FEE

None

RECOMMENDED FEE

Charge the fully allocated hourly rates for all responding personnel.

REF #: S-061C

TITLE: DELINQUENT WATER TURN OFF/ON

CURRENT FEE

Delinquent Account - \$45 at time of service turn-on
After Hours Charge - \$25 over and above other fees

RECOMMENDED FEE

Delinquent Account - \$58 at time of service turn-on
After Hours Charge - \$25 over and above other fees

**CITY OF LOMA LINDA
FEE COMPARISON REPORT
FY 2003-2004**

<hr/>	
REF #: S-061D	TITLE: NEW UTILITY ACCOUNT SET-UP
<u>CURRENT FEE</u>	<u>RECOMMENDED FEE</u>
\$100 per residential unit prepayment against future utility bills	Read Only - \$20 per account Turn-on Required - \$28 per account \$100 per residential unit prepayment against future utility bills
<hr/>	
REF #: S-062	TITLE: NSF CHECK COLLECTION
<u>CURRENT FEE</u>	<u>RECOMMENDED FEE</u>
\$10 per NSF Check	\$22 per NSF check
<hr/>	
REF #: S-063	TITLE: BID PLANS/SPECS MAILING
<u>CURRENT FEE</u>	<u>RECOMMENDED FEE</u>
\$5 per request	\$16 per request
<hr/>	
REF #: S-065	TITLE: ALARM PERMIT REGISTRATION
<u>CURRENT FEE</u>	<u>RECOMMENDED FEE</u>
None	\$10 per alarm system
<hr/>	
REF #: S-067	TITLE: AGENDA/MINUTES PROCESSING
<u>CURRENT FEE</u>	<u>RECOMMENDED FEE</u>
No fee if a self addressed stamped envelope is supplied.	\$25 per subscriber per year plus self addressed stamped envelopes The same information is available on the City's website for free.
<hr/>	
REF #: S-068	TITLE: DOCUMENT COPYING
<u>CURRENT FEE</u>	<u>RECOMMENDED FEE</u>
\$0.20 per copy	No Change

**CITY OF LOMA LINDA
FEE COMPARISON REPORT
FY 2003-2004**

REF #: S-069	TITLE: SUBORDINATION AGREEMENT
<u>CURRENT FEE</u>	<u>RECOMMENDED FEE</u>
None	\$115 per agreement

REF #: S-069A	TITLE: AFFORD. HOUSING DEMAND/RECONVEYANCE
<u>CURRENT FEE</u>	<u>RECOMMENDED FEE</u>
None	\$65 per application

REF #: S-070	TITLE: NETWORK INFRASTRUCTURE CERT.
<u>CURRENT FEE</u>	<u>RECOMMENDED FEE</u>
None	\$50 per unit plus \$10 per data jack

REF #: S-071	TITLE: FACILITY RENTAL
<u>CURRENT FEE</u>	<u>RECOMMENDED FEE</u>
Various fees depending on the room rented and the type of group.	<p>The City should charge whatever the market will bear for each room, including the City Council chamber.</p> <p>The average annual square footage cost is \$32.77. The cost per rental would be determined by the hours that each room is available to calculate a per hour cost per square foot.</p>

REF #: S-072	TITLE: GIS DIGITAL DATA/PRINTOUT
<u>CURRENT FEE</u>	<u>RECOMMENDED FEE</u>
None	<p>Data Export Creation - \$50 per hour, 1 hour minimum</p> <p>Printouts:</p> <p>8.5 x 11 - \$10.63 8.5 x 14 - \$10.78 11 x 17 - \$11.25</p> <p>22 x 34 (STD) - \$27.50 22 x 34 (gloss) - \$32</p> <p>36 x 48 (STD) - \$35 36 x 48 (gloss) - \$44</p> <p>Special Sizes:</p> <p>STD - \$3.75</p> <p>Gloss - \$6.00</p>

**Summary of Revenues, Costs and
Subsidies**

CITY OF LOMA LINDA

SUMMARY OF REVENUES, COSTS, AND SUBSIDIES

FISCAL YEAR 2003-2004

REF #	SERVICE DESCRIPTION	UNIT DESCRIPTION	ANNUAL UNITS	REVENUE PER UNIT	COST PER UNIT	SUBSIDY PER UNIT	TOTAL REVENUES	TOTAL COST	TOTAL PROFIT/ (SUBSIDY)	RECOVERY PERCENT	POSSIBLE NEW REVENUE
S-001	BUILDING PLAN CHECK & INSPECTION	PERMIT	582	\$403.77	\$557.34	(\$153.57)	\$234,993	\$324,372	(\$89,379)	72.4%	\$89,400
S-001A	SIGN PERMIT - BUILDING	PERMIT	20	\$62.00	\$209.30	(\$147.30)	\$1,240	\$4,186	(\$2,946)	29.6%	\$600
S-001B	POOL PERMIT	PERMIT	15	\$200.00	\$334.87	(\$134.87)	\$3,000	\$5,023	(\$2,023)	59.7%	(\$750)
S-002A	FIRE PLAN CHECK & INSPECTION	PLAN	131	\$76.34	\$256.75	(\$180.41)	\$10,000	\$33,634	(\$23,634)	29.7%	\$23,600
S-002E	HYDRANT FLOW FIELD TEST	TEST	12	\$80.00	\$210.17	(\$130.17)	\$960	\$2,522	(\$1,562)	38.1%	\$300
S-005	PLANNING VARIANCE REVIEW	APPLICATION	1	\$1,900.00	\$2,017.00	(\$117.00)	\$1,900	\$2,017	(\$117)	94.2%	\$100
S-006	APPEAL PROCESSING	APPLICATION	2	\$800.00	\$1,977.00	(\$1,177.00)	\$1,600	\$3,954	(\$2,354)	40.5%	\$400
S-007	TIME EXTENSION REVIEW	APPLICATION	2	\$1,445.00	\$2,487.00	(\$1,042.00)	\$2,890	\$4,974	(\$2,084)	58.1%	\$2,100
S-008	SPECIFIC PLAN REVIEW	APPLICATION	1	\$15,000.00	\$23,175.00	(\$8,175.00)	\$15,000	\$23,175	(\$8,175)	64.7%	\$0
S-009	CATEGORICAL EXEMPTION	APPLICATION	25	\$285.00	\$353.64	(\$68.64)	\$7,125	\$8,841	(\$1,716)	80.6%	\$1,700
S-009A	INITIAL STUDY	APPLICATION	7	\$800.00	\$3,909.86	(\$3,109.86)	\$5,600	\$27,369	(\$21,769)	20.5%	\$21,800
S-009B	ENVIRONMENTAL IMPACT REPORT REVIEW	STUDY	1	\$7,500.00	\$15,464.00	(\$7,964.00)	\$7,500	\$15,464	(\$7,964)	48.5%	\$8,000
S-010	ZONE MAP CHANGE REVIEW	APPLICATION	3	\$2,000.00	\$2,625.33	(\$625.33)	\$6,000	\$7,876	(\$1,876)	76.2%	\$1,900
S-011	GENERAL PLAN AMENDMENT REVIEW	REVIEW	2	\$3,940.00	\$4,706.00	(\$766.00)	\$7,880	\$9,412	(\$1,532)	83.7%	\$1,500
S-012	DEVELOPMENT AGREEMENT	APPLICATION	1	\$0.00	\$1,698.00	(\$1,698.00)	\$0	\$1,698	(\$1,698)	0.0%	\$1,700
S-013	CONDITIONAL USE/PRECISE DESIGN REV	APPLICATION	7	\$2,500.00	\$4,398.71	(\$1,898.71)	\$17,500	\$30,791	(\$13,291)	56.8%	\$13,300
S-014	REVIEW OF MINOR VARIANCE	APPLICATION	1	\$475.00	\$1,259.00	(\$784.00)	\$475	\$1,259	(\$784)	37.7%	\$150
S-014A	MINOR MODIF. TO APPROVED PLAN	APPLICATION	4	\$100.00	\$316.75	(\$216.75)	\$400	\$1,267	(\$867)	31.6%	\$900
S-015	PRELIMINARY REVIEW	APPLICATION	30	\$500.00	\$1,032.23	(\$532.23)	\$15,000	\$30,967	(\$15,967)	48.4%	\$8,000
S-016	REVIEW OF CODE AMENDMENT REQUEST	APPLICATION	1	\$3,560.00	\$2,152.00	\$1,408.00	\$3,560	\$2,152	\$1,408	165.4%	\$0
S-017	REVIEW OF ANNEXATION REQUEST	APPLICATION	1	\$5,000.00	\$16,577.00	(\$11,577.00)	\$5,000	\$16,577	(\$11,577)	30.2%	\$0
S-018	REVIEW OF HOME OCCUPATION REQUEST	APPLICATION	40	\$106.00	\$107.63	(\$1.63)	\$4,240	\$4,305	(\$65)	98.5%	\$0
S-018A	CERTIFICATE OF COMPLIANCE	APPLICATION	1	\$460.00	\$499.00	(\$39.00)	\$460	\$499	(\$39)	92.2%	\$0
S-019	LOT LINE ADJUSTMENT REQUEST	APPLICATION	1	\$560.00	\$1,647.00	(\$1,087.00)	\$560	\$1,647	(\$1,087)	34.0%	\$1,100
S-020	GEN PLAN/ZONING VERIFICATION LETTER	LETTER	10	\$100.00	\$205.20	(\$105.20)	\$1,000	\$2,052	(\$1,052)	48.7%	\$1,100
S-021	REVIEW OF WALL/FENCE/PATIO LOCATION	APPLICATION	115	\$55.00	\$51.40	\$3.60	\$6,325	\$5,911	\$414	107.0%	(\$400)
S-021A	LAND USE PERMIT	APPLICATION	37	\$85.41	\$205.78	(\$120.38)	\$3,160	\$7,614	(\$4,454)	41.5%	\$4,500
S-022	SIGN PERMIT DESIGN REVIEW	APPLICATION	12	\$170.00	\$220.50	(\$50.50)	\$2,040	\$2,646	(\$606)	77.1%	\$600
S-022A	MASTER SIGN PLAN REVIEW	APPLICATION	1	\$1,350.00	\$1,972.00	(\$622.00)	\$1,350	\$1,972	(\$622)	68.5%	\$600
S-022B	TEMPORARY SIGN PERMIT	APPLICATION	20	\$85.00	\$51.40	\$33.60	\$1,700	\$1,028	\$672	165.4%	(\$700)
S-023A	TENTATIVE PARCEL MAP REVIEW	APPLICATION	1	\$2,000.00	\$4,670.00	(\$2,670.00)	\$2,000	\$4,670	(\$2,670)	42.8%	\$2,700
S-024	TENTATIVE TRACT MAP REVIEW	APPLICATION	6	\$5,583.33	\$5,554.17	\$29.17	\$33,500	\$33,325	\$175	100.5%	(\$200)
S-024A	AMENDMENT TO APPROVED PLANS	APPLICATION	2	\$500.00	\$2,670.00	(\$2,170.00)	\$1,000	\$5,340	(\$4,340)	18.7%	\$4,300
S-024B	RE-ADDRESS PROCESSING	ADDRESS	1	\$120.00	\$190.00	(\$70.00)	\$120	\$190	(\$70)	63.2%	\$0
S-025	FINAL SUBDIVISION MAP CHECK	MAP	3	\$1,573.33	\$7,017.33	(\$5,444.00)	\$4,720	\$21,052	(\$16,332)	22.4%	\$16,300

CITY OF LOMA LINDA

SUMMARY OF REVENUES, COSTS, AND SUBSIDIES

FISCAL YEAR 2003-2004

REF #	SERVICE DESCRIPTION	UNIT DESCRIPTION	ANNUAL UNITS	REVENUE PER UNIT	COST PER UNIT	SUBSIDY PER UNIT	TOTAL REVENUES	TOTAL COST	TOTAL PROFIT/ (SUBSIDY)	RECOVERY PERCENT	POSSIBLE NEW REVENUE
S-026	SUBDIVISION IMPROVEMENT PLAN CHECK	MAP	3	\$25,333.33	\$24,368.33	\$965.00	\$76,000	\$73,105	\$2,895	104.0%	\$0
S-027	IMPROVEMENT INSPECTION	PROJECT APPLICATION	3	\$33,333.33	\$28,139.33	\$5,194.00	\$100,000	\$84,418	\$15,582	118.5%	\$0
S-028A	SATELLITE DISH AND ANTENNA FILING	APPLICATION	1	\$410.00	\$435.00	(\$25.00)	\$410	\$435	(\$25)	94.3%	\$0
S-029	STREET VACATION REVIEW	APPLICATION	1	\$3,000.00	\$3,972.00	(\$972.00)	\$3,000	\$3,972	(\$972)	75.5%	\$0
S-030	REVIEW OF UTILITY REIMBURSEMENT AGM	APPLICATION	1	\$1,035.00	\$1,215.00	(\$180.00)	\$1,035	\$1,215	(\$180)	85.2%	\$200
S-031	SMALL PROJECT REVIEW & SITE REVIEW	PROJECT	31	\$175.00	\$1,358.29	(\$1,183.29)	\$5,425	\$42,107	(\$36,682)	12.9%	\$36,700
S-032	NPDES BUSINESS REVIEW/INSPECTION	BUSINESS	68	\$0.00	\$281.40	(\$281.40)	\$0	\$19,135	(\$19,135)	0.0%	\$19,100
S-032B	CONSTRUCTION PERMIT	PERMIT	200	\$225.00	\$250.85	(\$25.85)	\$45,000	\$50,170	(\$5,170)	89.7%	\$0
S-033	TENANT IMPROVEMENT	APPLICATION	15	\$175.00	\$143.87	\$31.13	\$2,625	\$2,158	\$467	121.6%	(\$500)
S-034	GENERAL PLAN UPDATE	PERMIT	1	\$0.00	\$50,000.00	(\$50,000.00)	\$0	\$50,000	(\$50,000)	0.0%	\$25,000
S-035	PARKING ENFORCEMENT	CITATION	2,150	\$33.49	\$62.61	(\$29.12)	\$72,000	\$134,612	(\$62,612)	53.5%	\$30,000
S-035A	RESIDENTIAL PARKING PERMIT	PERMIT	2,500	\$0.00	\$2.99	(\$2.99)	\$0	\$7,475	(\$7,475)	0.0%	\$0
S-035B	PARKING BOOT INSTALLATION/REMOVAL	VEHICLE	2	\$0.00	\$14.00	(\$14.00)	\$0	\$28	(\$28)	0.0%	\$50
S-035C	VERIFICATION OF VEHICLE REG. TAGS	VEHICLE	15	\$10.00	\$7.20	\$2.80	\$150	\$108	\$42	138.9%	\$0
S-037	STATE MANDATED FIRE INSPECTION	INSPECTION	87	\$30.00	\$69.17	(\$39.17)	\$2,610	\$6,018	(\$3,408)	43.4%	\$3,400
S-039	WEED ABATEMENT	PARCEL	485	\$38.76	\$104.13	(\$65.37)	\$18,800	\$50,503	(\$31,703)	37.2%	\$0
S-039A	PUBLIC NUISANCE ABATEMENT	PARCEL	1,800	\$0.56	\$77.95	(\$77.39)	\$1,000	\$140,310	(\$139,310)	0.7%	\$0
S-039B	ABANDONED VEHICLE ABATEMENT	VEHICLE	12	\$0.00	\$166.75	(\$166.75)	\$0	\$2,001	(\$2,001)	0.0%	\$0
S-039C	VEHICLE TOW COST RECOVERY	VEHICLE	200	\$88.00	\$83.07	\$4.93	\$17,600	\$16,614	\$986	105.9%	\$0
S-040	ENGINE COMPANY INSPECTION	INSPECTION	335	\$26.22	\$103.91	(\$77.69)	\$8,785	\$34,811	(\$26,026)	25.2%	\$8,600
S-040A	FIRE PREVENTION INSPECTION	INSPECTION	101	\$30.00	\$69.17	(\$39.17)	\$3,030	\$6,986	(\$3,956)	43.4%	\$4,000
S-041	SPECIAL EVENT PERMIT	APPLICATION	6	\$0.00	\$280.17	(\$280.17)	\$0	\$1,681	(\$1,681)	0.0%	\$1,700
S-041A	SPECIAL EVENT INSPECTIONS	INSPECTION	6	\$75.00	\$69.17	\$5.83	\$450	\$415	\$35	108.4%	\$0
S-041B	FIRE CODE PERMIT - ANNUAL	PERMIT	23	\$65.00	\$138.35	(\$73.35)	\$1,495	\$3,182	(\$1,687)	47.0%	\$1,700
S-041D	FIRE CODE PERMIT	PERMIT	2	\$40.00	\$69.00	(\$29.00)	\$80	\$138	(\$58)	58.0%	\$100
S-041E	BURN PERMIT	PERMIT	2	\$20.00	\$34.50	(\$14.50)	\$40	\$69	(\$29)	58.0%	\$0
S-042	FIRE FALSE ALARM RESPONSE	RESPONSE	418	\$0.00	\$89.47	(\$89.47)	\$0	\$37,398	(\$37,398)	0.0%	\$0
S-043	SPECIAL EVENT SERVICES	EVENT	6	\$533.33	\$536.17	(\$2.83)	\$3,200	\$3,217	(\$17)	99.5%	\$0
S-043B	PARK USE PERMIT	PERMIT	1	\$0.00	\$246.00	(\$246.00)	\$0	\$246	(\$246)	0.0%	\$200
S-044	TRAFFIC ACCIDENT REPORT SALES	REPORT	36	\$7.00	\$12.36	(\$5.36)	\$252	\$445	(\$193)	56.6%	\$0
S-045	FIRE INCIDENT REPORT SALES	REPORT	24	\$20.00	\$12.38	\$7.63	\$480	\$297	\$183	161.6%	\$0
S-046	CPR CLASSES	CLASS	3	\$150.00	\$542.33	(\$392.33)	\$450	\$1,627	(\$1,177)	27.7%	\$0
S-047	FIRST AID CLASSES	CLASS	3	\$150.00	\$542.33	(\$392.33)	\$450	\$1,627	(\$1,177)	27.7%	\$0
S-054A	COLLECTION TRANSMITTAL CHARGE	ACCOUNT	200	\$10.00	\$16.18	(\$6.18)	\$2,000	\$3,236	(\$1,236)	61.8%	\$1,200
S-055	BANNER HANGING	BANNER	20	\$50.00	\$179.05	(\$129.05)	\$1,000	\$3,581	(\$2,581)	27.9%	\$2,600

CITY OF LOMA LINDA

SUMMARY OF REVENUES, COSTS, AND SUBSIDIES

FISCAL YEAR 2003-2004

REF #	SERVICE DESCRIPTION	UNIT DESCRIPTION	ANNUAL UNITS	REVENUE PER UNIT	COST PER UNIT	SUBSIDY PER UNIT	TOTAL REVENUES	TOTAL COST	TOTAL PROFIT/ (SUBSIDY)	RECOVERY PERCENT	POSSIBLE NEW REVENUE
S-060C	CONNECT TO LATERAL INSTALL	LATERAL	7	\$540.71	\$172.00	\$368.71	\$3,785	\$1,204	\$2,581	314.4%	\$0
S-060D	CONNECT TO STREET MAIN INSTALL	MAIN	2	\$1,779.50	\$1,523.00	\$256.50	\$3,559	\$3,046	\$513	116.8%	\$0
S-060E	WATER METER CHECK REQUEST	REQUEST	4	\$0.00	\$41.25	(\$41.25)	\$0	\$165	(\$165)	0.0%	\$0 **
S-061	SEWAGE SPILL ON PUBLIC R-O-W	SPILL	1	\$0.00	\$91.00	(\$91.00)	\$0	\$91	(\$91)	0.0%	\$0 *
S-061C	DELINQUENT WATER TURN OFF/ON	TURN OFF/ON	180	\$15.00	\$58.16	(\$43.16)	\$2,700	\$10,469	(\$7,769)	25.8%	\$7,800
S-061D	NEW UTILITY ACCOUNT SET-UP	ACCOUNT	520	\$0.00	\$23.22	(\$23.22)	\$0	\$12,075	(\$12,075)	0.0%	\$12,100
S-062	NSF CHECK COLLECTION	CHECK	50	\$10.00	\$21.92	(\$11.92)	\$500	\$1,096	(\$596)	45.6%	\$600
S-063	BID PLANS/SPECS MAILING	REQUEST	30	\$5.00	\$16.40	(\$11.40)	\$150	\$492	(\$342)	30.5%	\$300
S-067	AGENDA/MINUTES PROCESSING	SUBSCRIBER	15	\$0.00	\$23.87	(\$23.87)	\$0	\$358	(\$358)	0.0%	\$0 **
S-068	DOCUMENT COPYING	COPY	1	\$1.00	\$1.00	\$0.00	\$1	\$1	\$0	100.0%	\$0
S-069	SUBORDINATION AGREEMENT	AGREEMENT	35	\$0.00	\$115.29	(\$115.29)	\$0	\$4,035	(\$4,035)	0.0%	\$4,000
S-069A	AFFORD. HOUSING DEMAND/RECONVEYANCE	APPLICATION	5	\$0.00	\$65.20	(\$65.20)	\$0	\$326	(\$326)	0.0%	\$300
S-070	NETWORK INFRASTRUCTURE CERT.	UNIT	1	\$0.00	\$61.00	(\$61.00)	\$0	\$61	(\$61)	0.0%	\$0 *
S-071	FACILITY RENTAL	RENTAL	1	\$0.00	\$69,702.00	(\$69,702.00)	\$0	\$69,702	(\$69,702)	0.0%	\$0 **
S-072	GIS DIGITAL DATA/PRINTOUT	REQUEST	1	\$0.00	\$81.00	(\$81.00)	\$0	\$81	(\$81)	0.0%	\$0 **
TOTALS							\$787,860	\$1,536,323	(\$748,463)	51.3%	\$363,750

NOTES:

* - INSUFFICIENT VOLUME

** - MARKET SENSITIVE

Attachment III

S-072 GIS Digital Data/Printout

**CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2003-2004**

SERVICE GIS DIGITAL DATA/PRINTOUT		REFERENCE NO. S-072	
PRIMARY DEPARTMENT ENGINEERING	UNIT OF SERVICE Request	SERVICE RECIPIENT Developer/Business	
DESCRIPTION OF SERVICE Providing printouts or data file exports from the City's GIS System on request.			
CURRENT FEE STRUCTURE None			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE: \$0.00		TOTAL REVENUE: \$0	
UNIT COST: \$81.00		TOTAL COST: \$81	
UNIT PROFIT (SUBSIDY): \$(81.00)		TOTAL PROFIT (SUBSIDY): \$(81)	
TOTAL UNITS: 1		PCT. COST RECOVERY: 0.00%	
SUGGESTED FEE FOR COST RECOVERY OF: 100% Data Export Creation - \$50 per hour, 1 hour minimum Printouts: 8.5 x 11 - \$10.63 8.5 x 14 - \$10.78 11 x 17 - \$11.25 22 x 34 (STD) - \$27.50 22 x 34 (gloss) - \$32 36 x 48 (STD) - \$35 36 x 48 (gloss) - \$44 Special Sizes: STD - \$3.75 Gloss - \$6.00			

January 29, 2004

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2003-2004

SERVICE GIS DIGITAL DATA/PRINTOUT				REFERENCE NO. S-072		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PW-ENGINEERING	ENGINEERING TECH.		1.00	\$81.21	1	\$81
		TYPE SUBTOTAL	1.00	\$81.21		\$81
		TOTALS	1.00	\$81.00		\$81

January 29, 2004